

## FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	<p>TITLE OF POSITION: <u>SECURITY SPECIALIST</u> CLASSIFICATION CODE: <u>00113600 (UNCLAS)</u></p> <p>SALARY RANGE: <u>32335-34944</u> GRADE <u>00310A</u> REFERENCE POSITION NO.: <u>00711</u></p> <p>Department or Agency Name <u>EXECUTIVE MILITARY STAFF</u> APPLICATION PERIOD: <u>02/10/12-2/17/12</u></p> <p>Division/Section/Unit <u>Maint Of Fed. Bldgs Security</u> Grace Period Ends <u>2/20/12</u></p> <p>Assignment(s) / Comments .</p> <p>Shift and Days: <u>TBD. 40.0 WORK WEEK</u> Job Location: <u>NORTH KINGSTOWN</u></p> <p>Restrictions/Limitations: <u>LIMITED TO FEDERAL FUNDING 9-30-12/Leave to Protect Status 7/4/12 No Benefits</u></p> <p>Position Covered By Collective Bargaining Union Agreement Yes <u>X</u> No <u>      </u></p> <p>Name of Bargaining Unit Union: <u>COUNCIL 94, LOCAL 2886</u></p> <p>There is <u>      </u> is not <u>X</u> a Civil Service List for this position <b>See A/B or Both for Specific Instructions</b></p> <p><b>NOTE: If there is a list, only candidates who have taken the exam and are reachable should apply.</b></p>
	General Information to Candidate
Statement of Duties	
	Minimum Education & Experience
Where to Apply	

STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER

UNCLASSIFIED LIMITED  
CLASS CODE: 00113600  
CLASS TITLE: SECURITY SPECIALIST  
GRADE: 00310 A

LOCATION: NORTH KINGSTOWN

SCOPE OF WORK: This position is located in the Security Functional Area in support of the Rhode Island Army and Air National Guard (ARNG/ANG) facilities. Incumbent performs installation security; maintains law and order. Enforces security of property and personnel within the area of responsibility.

SUPERVISION RECEIVED: Under the direct supervision of the Security Technician authorized on a full time basis.

SUPERVISION EXERCISED: Incumbent must be mentally alert at all times, must be capable of taking prompt, efficient action in cases of fire, attempted theft, espionage, sabotage and other acts detrimental to safeguarding federal property and Rhode Island National Guard installations. Daily contact with military and civilian personnel. Must use tact and good judgement in his/her actions.

#### DUTIES AND RESPONSIBILITIES:

Performs security and resource protection duties within the area of responsibility. Controls entry and exit of military and civilian personnel, vehicles and other equipment at entry points to area. Patrols installation to insure federal property and Army/Air National Guard resources are properly secured.

Conduct searches of persons and property within the geographic jurisdictional limitations and in accordance with instructions and provisions of applicable regulations and law.

Perform security measures required to secure the combat potential against sabotage and or attacks by individuals, small mobs or forces. Contact local, federal or civil law enforcement officials to obtain assistance when ANG/ARNG resources are threatened.

Enforces standards of conduct and adherence to applicable laws and regulations within the ANG area of responsibility. Handles emergencies until appropriate key personnel are contacted, and assumes responsibility for the situation.

May perform duties with intrusion detection equipment to monitor and maintain communications with the base patrol and other law enforcement agencies. Provides response to emergency situations within the ANG/ARNG area of responsibility.

Detains suspects within jurisdictional limitations and in accordance with instructions and provisions of applicable regulations and law.

Performs other duties as directed by competent authority. Illustrative examples of work performed will be published in the base security operating instructions.

KNOWLEDGE, SKILLS AND CAPACITIES: A reasonable degree of proficiency and knowledge of the basic duties is essential for all individuals performing security specialist duties in support of facilities and federal property (under the jurisdiction, administration, and custody of the ARNG/ANG).

(\*)State Security Specialists will within 60 days subsequent to the publication of regulations, and annually thereafter, receive an initial orientation on the following topics.

JOB SPECIFICATION: SECURITY SPECIALIST (Continued)

Unit mission as applicable to their duties.

Use of security facilities and equipment

Explanation of job description.

Discussion of duties and procedures outlined in the resource protection plan.

Authority and jurisdiction to include use of force briefing.

Memorandum of understanding of agreements concerning security or police support by local agencies.

(\*)State Security Specialists shall be armed while in performance of on-base duties only. Prior to being authorized to bear arms, each state security specialist must have received a course of fire in accordance with FI 36-226, or by an authorized licensed agency such as a city, county, or state police department. Must complete the training and indoctrination specified in AFI 31-209.

The requirements in paragraphs annotated by an asterisk (\*), need not be duplicated where the State Security Specialists are also guardsmen and hold military unit manning document (UMD) positions. In such cases, the individual annual Security Proficiency Training is considered adequate.

As a minimum a State Security Specialist must be aware of procedures to be taken in the event of an emergency, to include being familiar with local radio call signs, telephone numbers, recall rosters and emergency action checklists.

#### SPECIAL REQUIREMENTS:

##### Mandatory:

- Must have a police background check (BCI) and (NAC); have never been convicted by civilian/military court except for minor traffic violations and similar infractions; or history juvenile delinquency in two (2) years preceding proposed employment.
- Must qualify semi-annually on the issued weapon.
- Must have and maintain a valid state of residence driver's license.
- Must successfully pass a psychological evaluation test. Must pass an entrance physical administered by a certified state physician.
- Chief, Security Police and/or his designated representative will conduct an interview.
- To obtain a Secret security clearance as required.
- Must successfully pass a physical agility test.

EDUCATION AND EXPERIENCE: Such as may have been gained through completion /graduation of twelve (12) school grades or G.E.D. equivalent. The State Security Specialist will at a minimum have had an Air Force Security Police AFSC, or Army Military Police MOS; or have completed a comparable civilian/federal law enforcement school; or have had experience through such employment; or as determined by the appointing authority.

Revised: Sep 07